

TO: Mayor and Board of Trustees

FROM: Village Administrator Steve Stricker and Staff

SUBJECT: Regular Meeting of June 11, 2012

DATE: June 8, 2012

PLEDGE OF ALLEGIANCE: George Daker, Pleasantdale Elementary

6. ORDINANCES

A. Reconsideration of Ordinance concerning Capri

A special use Ordinance was approved by the Board at the May 29 meeting to allow Capri Ristorante to place 4 tables and 16 chairs on the sidewalk in front of the restaurant. Because the tables and chairs were not going to be enclosed, the special use prohibited any food and beverage consumption at the tables.

Subsequent to the May 29 approval, on the advice of Trustee Manieri, the restaurant operator decided that he would like to enclose the sidewalk tables and chairs so that they could provide full table service with alcoholic beverages. A revised plan was submitted which showed full compliance with the Zoning Ordinance regulations for outdoor dining. That plan was reviewed by the Plan Commission at their June 4 meeting. The Plan Commission recommends approval of the plans and revisions to the special use ordinance to allow full outdoor dining at Capri. A letter from the Plan Commission is attached.

Also attached is an Ordinance repealing the special use ordinance for Capri Ristorante and approving a revised special use. Because the Ordinance was approved at the last Board meeting, any Trustee voting in favor of the Ordinance may request that the Ordinance be reconsidered. Trustee Manieri intends to make a motion at Monday's meeting asking the Board to reconsider the special use ordinance. If that motion is approved, the Board can then consider the attached revised Ordinance.

The changes to the plans include moving all of the tables and chairs to the area north of the entryway, erecting a railing around the tables and chairs and providing access to the dining area through the restaurant and through the existing gate for the existing outdoor deck. The changes to the plans bring the outdoor dining area into full compliance with the Zoning Ordinance.

It is our recommendation: that the Board reconsiders the special use ordinance and approve the revised Ordinance.

B. Special Use (Z-13-2012: 201 Bridewell Drive – Eddie Merlot’s)

Please find attached a letter from the Plan Commission recommending special use approval as per Section VIII.C.2.ee of the Burr Ridge Zoning Ordinance to allow an outdoor dining area for an existing restaurant. The outdoor dining area is in full compliance with the regulations of the Zoning Ordinance. Also attached is an Ordinance granting the special use as recommended by the Zoning Ordinance.

It is our recommendation: that the Board concurs with the Plan Commission and approves the Ordinance.

C. Sign Variation/Conditional Sign Approval (S-03-2012: 7941 Madison Street – Gower School)

Please find attached a letter from the Plan Commission recommending approval of a request by Gower School District 62 for conditional sign approval as per Section 55.04.B of the Sign Ordinance for a ground sign for a non-residential parcel and variations from Section 55.04.B.2 of the Sign Ordinance to allow the ground sign to exceed the maximum size permitted and to be within the required front yard setback and a variation from Section 55.11.K of the Sign Ordinance to allow a ground sign with an electronic changeable message panel. The proposed sign replaces an existing sign at Gower Middle School.

The sign is the same size and in the same location as the existing sign. Although the Plan Commission is concerned about precedent, the Commission does not object to the electronic message board with the understanding that it will not include any animation or moving parts other than when static messages are changed and that the sign text will use only one color. For the record, the Plan Commission indicated that they would not approve this sign for a commercial use.

Also attached is an Ordinance granting the conditional sign approval and sign variations as recommended by the Plan Commission.

It is our recommendation: that the Board concurs with the Plan Commission and approves the Ordinance.

7. RESOLUTIONS

None.

8. CONSIDERATIONS

A. Discussion Concerning Results of the SAIA Noise Study

Mr. Dave Kwasiborski, of ECS Midwest LLC, our noise consultant, will present his company’s Noise Study that was completed outside the SAIA

truck terminal between April 30 and May 3, 2012 (see enclosed report). As indicated in the report, “various banging from trailer drops onto dock plates, forklift operations and other random noise events and various truck noises (entering, exiting or idling) were noted as being emitted from the SAIA facility. Corresponding maximum sound pressure levels (both direct and calculated, after accounting for background noise levels) were observed to be above the Village of Burr Ridge high impulse sound criteria (R District) of 45 dBA.” In fact, there were readings found as high as 69.4 dBA, which is an increase of 54% over the Village’s noise standard.

Please note that, if the Board wishes, Village Attorney Scott Uhler has indicated that it can discuss possible legal action in Closed Session. (See Closed Session memo for additional information.)

Board direction is requested.

B. Renovation of Village Hall Board and Conference Rooms

The issue of the Village Hall Board Room and Conference Room Renovation Project was continued at the May 29 Board meeting to this meeting. The Village has obtained bids for both general contractors and AV contractors for a revised scope of work to renovate the Village Hall Board Room and Conference Room. The bids are as follows:

General Contractor Bids

Company	Board Room	Conference Room	Add'l Lighting	Total
JC Anderson	\$119,381	\$10,207	\$6,046	\$135,634
Alps	\$139,064	\$12,268	\$5,665	\$157,888
KM Holly	\$127,270	\$14,942	\$13,000	\$155,212
Schwartz Construction	\$144,763	\$17,637	\$14,300	\$176,700
Consultant Estimate	\$125,097	\$12,800	-----	\$137,897

AV Contract Bids

Location	Budget	AVLET	Frostline	Esscoe	Procom	Advent	GFI
Board Room	\$9,840	\$8,876	\$8,747	\$8,700	\$12,570	\$8,291	\$10,690
AV Closet	\$14,210	\$12,204	\$13,374	\$14,840	\$10,042	\$14,856	\$16,939
Video Editing Room	\$22,200	\$21,291	\$21,940	\$24,400	\$23,619	\$21,685	\$28,518
Labor & Installation	\$8,750	\$7,675	\$7,681	\$10,560	\$15,832	\$17,127	\$13,664
Subtotal	\$55,000	\$50,046	\$51,741	\$58,500	\$62,063	\$61,959	\$69,811
Conference Room	\$2,220	\$1,841	\$1,988	\$4,600	\$2,814	\$4,670	\$8,882
Total	\$57,220	\$51,886	\$53,729	\$63,100	\$64,877	\$66,629	\$78,693

Total Costs

Company	Consultant Estimate	Board Room	Conference Room	Add'l Lighting	Total
JC Anderson	\$137,897	\$119,381	\$10,207	\$6,046	\$135,634
AVLET	\$57,220	\$50,046	\$1,842	-----	\$51,886
Total	\$195,117	\$168,427	\$12,049	\$6,046	\$187,520

Not included in these figures are costs associated with furniture, signage and draperies. The Space Needs Committee will obtain quotes for this work separately and provide a recommendation, once the Board determines to move forward with this project. The Committee may recommend to use the existing furniture, signage and draperies or to recommend an upgrade. Consultant estimates for this work is as follows:

Furniture/Signage	\$34,569
Draperies	<u>\$ 3,338</u>
	\$37,907

Once again, please note that \$175,000 was budgeted for this fiscal year for the Village Hall Renovation Project in the Capital Improvements Fund and an additional \$55,000 was budgeted for the AV equipment in the Information Technology Fund, for a total of \$230,000. If necessary, there still remains more than \$450,000 in the Capital Projects Fund that is set aside specifically for the renovation of the Village Hall. However, even after approving the two contracts under discussion, there will be over \$42,000 remaining in the budget to cover the cost of furniture, signage and draperies.

Enclosed for your information please find the following:

1. Original Scope of Work for the Board Room/Conference Room Renovation Project
2. Original site plan showing dais on the east side
3. Revised Scope of Work for the Board Room/Conference Room Renovation Project
4. Revised site plan showing dais on the north side
5. Original vs. Revised plan cost reductions
6. Explanation of dais and lighting modifications
7. General Contractor bid tabulations for Revised Scope of Work
8. General Contractor low-bid tabulation from JC Anderson
9. Memo from Finance Director Jerry Sapp explaining changes in the Scope of Work for AV equipment
10. AV Contractors bid tabulation for Revised Scope of Work
11. Minutes of the March 12, 2012 meeting where the Revised Scope of Work was discussed and approved

It is my recommendation: that contracts be awarded to JC Anderson in the amount of \$135,634 to provide General Contractor services for both the Village Hall Board Room and Conference Room Renovation Project, including additional lighting, and that a contract be awarded to AVLET, Inc. in the amount of \$51,886 for AV equipment installation for both the Board Room and the Conference Room.

C. Plan Commission Recommendation – Sign Ordinance Amendment (S-02-2012: Sidewalk Signs in Retail Business Districts)

Please find attached a letter from the Plan Commission recommending amendments to the Sign Ordinance to add “Portable Sidewalk Signs” as conditional signs in Business Districts. Portable sidewalk signs are commonly used in retail districts for businesses advertising daily specials and sales. These signs have been used in both the Village Center and in County Line Square. Attached to the recommendation letter are photos of the signs being used.

The Plan Commission’s primary concern was the appearance and design of the signs. The Commission thinks that some of the sidewalk signs currently being used are not consistent with Burr Ridge standards. Thus, the Commission recommends that these signs be classified as conditional signs which will allow the Village to review the design of portable sidewalk signs. The Commission specifically did not like the signs with hand written messages and wants to limit the variety of sign types within either County Line Square or the Village Center.

The owner of County Line Square, Bob Garber, and the property manager of the Village Center, Scott Rolston were notified of the Plan Commission meeting and they were asked to notify any business owners that may be concerned. Mr. Rolston was present at the Plan Commission meeting but no one from County Line Square attended.

Mr. Rolston told the Plan Commission that he supports the recommendations made by the Plan Commission. Although no one from County Line Square was present at the Plan Commission meeting, staff discussed this with Bob Garber after the meeting. Attached is an email from Mr. Garber indicating that they would like to see the regulations allow written text on the signs. He believes this is essential to allow the signs to be used for advertising of daily specials and sales.

Most, if not all of the sidewalk signs in the Village Center are used by retail businesses or the shopping center to advertise events rather than daily restaurant specials. Most of the sidewalk signs in County Line Square are used by restaurants as a means to attract customers to their daily specials. If the intent of the signs is to accommodate restaurants, it would seem that changeable, handwritten text would be necessary.

The representatives of County Line Square and the Village Center are in

agreement with most of the regulations recommended by the Plan Commission. The issues of concern that need further direction from the Board of Trustees include:

- The Plan Commission recommends that conditional sign approval be required for portable sidewalk signs. This would require the owner of each shopping center to prepare a sidewalk sign plan and present that plan to the Plan Commission. This would be a one-time review and would not require each store owner to come before the Plan Commission or Village Board. The Plan Commission's intent is to promote some level of uniformity within each of the two shopping centers.
- The Plan Commission recommends that handwritten text not be allowed on the signs. This would essentially preclude restaurants from using the signs to advertise daily specials. The Plan Commission's intent is to promote a more attractive sign.

Further direction from the Board is requested on the above two items.

D. Community Survey Question & Answer

This is an item that has been on the agenda for the past several months and, as a result, all of the community-asked questions that were generated through the recent Community Survey have been addressed. Therefore, this will be the last installment of this issue, unless a significant issue of community concern comes up and needs to be addressed by the Board in a public forum. As always, after the Board meeting, the questions and answers are placed on our website.

E. Contract for Community Event Tent

In April, Village Board awarded a contract to Warner Shelter Systems in the amount of \$16,088.12 for the purchase of a domed stage cover based on the recommendation of the Downtown Burr Ridge Events Planning Committee. Despite assurances when the order was placed that the vendor would be able to meet the Village's June 1 delivery deadline, Village Staff was recently informed that the tent would not be shipped until early July.

Upon learning this, staff contacted Tentnology, the main competitor for Warner Shelter Systems. Tentnology offers a Saddle Span tent (see attached) that would meet the Village's needs. The Events Planning Committee considered the Tentnology product back in April but it was ultimately not selected because they liked the aesthetics of the domed stage cover slightly better.

As you will recall, the Village Center generously pledged a \$10,000 donation to offset the cost of the equipment upgrade. If an event tent is not purchased in a timely manner the donation will decrease to \$5,000.

Given this and Warner Shelter System's disinterest in meeting the Village's needs, the Committee members have reconsidered their decision. In light of this and other factors, the majority of Events Planning Committee members agreed that they do not want to wait until July to upgrade the concert equipment if another option is available that is of comparable quality and durability and will provide the aesthetic upgrade desired.

Tentnology is once again proposing their Saddle Span tent model S1000. The cost of this product, with freight, is \$14,011.80 (see attached). The quality and durability of the Tentnology product is what we would have expected with the Warner product – approximately 10 years or more if maintained properly. This product is designed to withstand long term installations in our climate. Village staff spoke with a professional event planner who has used the saddle span product extensively for several years and he indicated that he is very pleased with the Tentnology product. In addition, Tentnology has guaranteed that they will ship the new tent by June 11th and we will have it 7-10 days after that provided that a contract is signed by Wednesday, June 5, 2012.

The Downtown Burr Ridge Events Planning Committee recommended that the contract with Warner Shelter Systems be cancelled and that a new contract be awarded to Tentnology in the amount of \$14,011.80. Given the time sensitive nature of this request, they requested from Trustee Wott and Mayor Grasso that the Village Administrator be authorized to sign the contract on June 5, 2012, and that the contract be ratified at the June 11, 2012 Board Meeting.

Village staff notified Warner Shelter System that the contract would be cancelled and the company representative apologized and acknowledged, in writing, that this was a vendor issue outside the control of Village staff. The Village did not provide a deposit to Warner Shelter, so no funds will be forfeited by cancelling the contract.

Please note that installation and removal of the tent will require a local contractor and additional cost. Village staff is currently soliciting competitive proposals for tent installation and removal. A total of \$18,000 was included in the FY 2012-2013 budget for the tent purchase, installation and removal.

It is my recommendation: that the Village Board ratifies the contract with Tentnology, of British Columbia, Canada, in the amount of \$14,011.80.

F. Request for Hotel/Motel Tax Funds – Burr Ridge Park District

Enclosed is a letter from Jim Pacanowski, Director of Parks and Recreation for the Burr Ridge Park District, requesting our annual contribution toward the Park District's Harvest Fest event. \$1,000 has been placed in the Hotel/Motel Tax Fund Budget for this purpose.

It is our recommendation: that the request from the Burr Ridge Park District for a contribution toward its Harvest Fest event in the amount of \$1,000 from the Hotel/Motel Tax Fund be approved.

G. Request for Donation to Farmers' Market

Enclosed is a letter from Lavonne Campbell, Superintendent of Recreation for the Burr Ridge Park District, requesting a contribution toward the Park District's Farmers Market entertainment stage on the Village Green from June 14 through September 13, 2012. \$1,200 has been placed in the General Fund for this purpose.

It is our recommendation: that the request from the Burr Ridge Park District for a contribution toward its Farmers Market on the Village Green in the amount of \$1,200 from the General Fund be approved.

H. Receive and File Resignation Letter – Jonathan Stelle

Enclosed please find a letter from Staff Engineer Jonathan Stelle resigning his position with the Burr Ridge Public Works/Engineering Department. His resignation is effective June 21, 2012.

It is our recommendation: that the resignation letter from Jonathan Stelle be received and filed.

I. Approval of Vendor List

Enclosed is the Vendor List in the amount of \$154,293.50 for all funds, plus \$187,912.63 for payroll, for a grand total of \$342,206.13. The Vendor List includes the following special amounts:

- \$22,956.35 – Burr Ridge Bank and Trust for Principal and Interest (June payment) on Hotel/Motel Installment Loan

It is our recommendation: that the Vendor List be approved.

(RECONVENED MEETING)

K. Fill Vacant Staff Engineer Position

See Closed Session memo.

L. Salary Increases for Public Works Union Employees

See Closed Session memo.